

SCHOOL SAFETY
BYRNE JUSTICE ASSISTANCE GRANT (BYRNE JAG) FISCAL YEAR 2014
PROGRAM DESCRIPTION

(Maximum Award \$20,000)

NOTE: This Program Area is only open to units of state or local governments. School entities are not eligible to apply, but applicants must collaborate with local schools for this project.

PROBLEM STATEMENT:

Funding for school safety equipment has dwindled during the past decade with the elimination of the Title IV Part A, Safe and Drug-Free Schools funding, as well as the lingering recession and associated funding cuts. Schools and communities often lack the financial resources needed to adequately equip school buildings with security enhancements that may deter violent activities and ensure a safer school environment. At the same time, tragic events, such as the Sandy Hook Elementary School shooting, illustrate the need to strengthen school security and improve school/law enforcement collaborations. Both the United States Department of Justice, Office of Justice Programs, and the Michigan State Police have placed a high priority on providing financial resources needed to accomplish these tasks through the Byrne Justice Assistance Grant (Byrne JAG).

PROJECT DESCRIPTION:

The School Safety program area is designed to enhance critical infrastructure protection of school facilities through technology enhancements and to encourage collaborative efforts between law enforcement and school administrators. These technology enhancements can improve the ability of schools, police, prosecutors, and courts to prevent and solve crimes that occur in the school environment. However, before new technology can be effectively utilized, the organization's needs must be determined, the current technology resources must be assessed, and the full range of security options should be considered. These factors, as well as the considerations listed below, must be discussed in the Problem Statement and Project Description links of the Byrne JAG application. The narratives should incorporate relevant data to demonstrate need for the technology, such as the number of weapons possessions, violent incidents and/or other criminal activities that have occurred in and around local school buildings during the past several years.

Considerations When Purchasing Technology:

- **Operational Needs:** Where would security enhancement(s) make the greatest impact on crime (e.g., busses, secluded areas of a building, or building entry points, etc.) as indicated by the data?
- **Cost effectiveness:** Will the technology be used frequently enough to justify the purchase?
- **Training:** How much training is required for law enforcement/school personnel to properly use the technology?
- **Service and Maintenance Requirements:** What is the cost associated with operating and maintaining the equipment and how will ongoing costs be funded after the grant period?

Collaboration between law enforcement agencies and school administrators must be demonstrated through a Memorandum of Understanding, Letter of Support, or similar document from the local school district(s) to the applicant agency, indicating support for the project. This should be attached in the "Attachments" section located at the bottom of the Main Menu of the Application.

ALLOWABLE EXPENSES:

- Handheld fingerprint scanners (i.e. handheld wireless scanners to check the fingerprints of individuals found on school grounds).
- School bus cameras.
- Physical access controls (i.e., locks, proximity access card readers, keypads, motion detection systems, closed-circuit television (CCTV) systems and video intercom devices).
- Stationary/handheld metal detectors.
- Interoperable communications equipment (i.e., portable radios, intercoms and two-way radios).
- Signs (e.g., Emergency Exit Only, Visitors Register at Front Office, etc.).
- Fences and gates.

MATCH REQUIREMENT:

This program area requires no cash match.

GOAL, OBJECTIVE, ACTIVITIES, AND PERFORMANCE MEASURE:

Goal	Create a safer school environment through technology enhancements.
Objective	Purchase security equipment that will mitigate the risk of school violence as well as aid law enforcement in response to incidents of school violence.
Activities	Analyze school building structures and surrounding property, identify areas of security weaknesses and criminal activities, and deploy security equipment in the identified areas.
Performance Measures	Number of security weaknesses identified, number of security enhancements, number of violent incidents that occurred before and after the security equipment was installed.

PREVIOUS GRANT COMPLIANCE:

Application reviews will include scoring on the applicant's previous compliance with Byrne JAG federal and state requirements for timeliness, accuracy, and completeness of reports.

UNALLOWABLE EXPENSES AND ACTIVITIES:

- Costs in applying for this grant (e.g., consultants, grant writers, etc.).
- Any expenses incurred prior to the date of the contract.
- Any administrative costs not directly related to the administration of this grant award.
- Indirect costs rates or indirect administrative expenses (only direct costs permitted).
- Personnel, including law enforcement officers, not connected to the project for which you are applying.
- Lobbying or advocacy for particular legislative or administrative reform.
- Fund raising and any salaries or expenses associated with it.
- Legal fees.
- All travel including first class or out-of-state travel (prior approval required).
- Promotional items (except preauthorized under certain program areas).
- One-time events, prizes, entertainment (e.g., tours, excursions, amusement parks, sporting events) (except preauthorized under certain program areas).
- Honorariums.
- Contributions and donations.
- Management or administrative training, conferences (only pre-approved project related training).

- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debts.
- Purchase of land.
- Memberships and agency dues, unless a specific requirement of the project (prior approval required).
- Compensation to federal employees for travel or consulting fees.
- Military type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal.
- Purchase vehicles, vessels or aircraft.
- Construction costs and/or renovation (including remodeling).
- Service contracts and training beyond the expiration of the grant award.
- Informant fees, rewards or buy money.
- K9 dogs and horses (including any food and/or supplies relating to the upkeep of law enforcement animals).
- Weapons, including tasers
- Food, refreshments, snacks.
 - Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Department and the U.S. Department of Justice. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

BUDGET DEVIATION ALLOWANCES:

Budget deviation allowances will no longer be accepted. All budget and programmatic changes will require a formal amendment in the Michigan Automatic Grant Information Connection (MAGIC) system. All amendments must be completed by August 31, 2014.

INITIATION OF PROJECT:

All projects must be initiated within 60 days of the date the grant is awarded.

REPORTING REQUIREMENTS:

If this Application is selected for a Byrne JAG award, the requirements below must be adhered to. Failure to do so may cause the award to be suspended or revoked.

PERFORMANCE/PROGRESS/PERFORMANCE MEASUREMENT TOOL (PMT) REPORTS:

Progress reporting will take place no later than 20 days after the end of each quarter through the federal PMT system located at: <http://www.bjaperformancetools.org>. Quarterly Progress Reports also due no later than 20 days after the end of each quarter must be submitted and include performance on implementation, activity, goals and objectives as well as metrics specific to your program area.

Quarterly due dates are outlined below:

- January 20, 2014
- April 20, 2014
- July 20, 2014
- October 20, 2014

All Performance/Progress/PMT Reports must be attached to MAGIC by the 20th day after the end of each quarter. It is the grantees responsibility to familiarize themselves with the requirements of the Performance/Progress/PMT Reports, which are contained within the awarded contract.

FINANCIAL STATUS REPORTS (FSR) (REQUEST FOR REIMBURSEMENT):

FSRs must be submitted on a monthly basis, no later than 30 days after the close of each calendar month. Requests for reimbursement must be submitted for the month in which payment by the agency was made. Dates are outlined below:

Report Period	Report Due Date
10/1/13 - 10/31/13	11/30/13
11/1/13 - 11/30/13	13/30/13
12/1/13 - 12/31/13	1/30/14
1/1/14 - 1/31/14	2/28/14
2/1/14 - 2/28/14	3/30/14
3/1/14- 3/31/14	4/30/14
4/1/14 - 4/30/14	5/30/14
5/1/14 - 5/31/14	6/30/14
6/1/14 - 6/30/14	7/30/14
7/1/14 - 7/31/14	8/30/14
8/1/14 - 8/31/14	9/30/14
9/1/14- 9/30/14	10/30/14
Obligation Report 9/1/14-9/30/14	9/12/14

The FSR form and instructions for completing the FSR form are contained within the MAGIC system. It is the grantees responsibility to familiarize themselves with the requirements of the FSR, which are contained within the awarded contract.